

CHELSEA BOARD OF LIBRARY TRUSTEES- Meeting Minutes

December 5, 2022 at 6:00 P.M.

Attendance: Phyllis Hayward, Kezia, Jess Anderson, Veronica Golden, Suzanne Turner

- 1) Call to Order - 6:07pm
- 2) Public Presentation and Comments - none
- 3) Adjustments to the Agenda
 - a. Add an executive session
- 4) Approval of the Minutes for the November Trustee Meeting
 - a. Kezia moved and Phylis seconded
- 5) Treasurer's Report
 - a. Phyllis gave an overview of the current state of the budget
 - b. Trustees discussed funding concerns and potential options moving forward. Keshia will do some research into how other public libraries throughout the state are funded
 - c. Veronica will look more closely to into the priority express bills
 - d. Suzanne moved to accept the treasurer's report and Keshia seconded
- 6) Librarian's Report
 - a. Veronica gave an update on circulation statistics
 - b. Lots of programming is coming up in December
 - c. Bathroom issues are resolved
 - d. Will reach out to school administration about after school options/ issues. Trustees will try offer more support during some busy times of the afternoon
 - e. Strategic planning committee is trying to get traction to restart the process

7) 2023 Budget Planning and Approval

- a. Heating and priority express- check on these then bring back to update budget

8) Bylaw Review

- a. Veronica will gather samples then will create a draft for review

9) Annual Appeal Update- ongoing

10) Executive session for personnel - entered at 7:20

- a. Action was taken - 7:26

11) Adjourn

12) Future Meetings:

- a. January 9, 2023
- b. February 13, 2023
- c. March 13, 2023